

SWEET BRIAR COLLEGE



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Students' Handbook



Sweet Briar College

1944-1945

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1944/1945

GETTING READY FOR COLLEGE?

Then you'll have read *Mademoiselle's* College number, chock-full of clothes chosen by their college board. Where will you find them?

Why, right here at

-Guggenheimer's-

We are the official *Mademoiselle* store in Lynchburg, the only store authorized to carry the coat, dresses, sportswear and room furnishings chosen by the *Mademoiselle* College Board and shown in their College number.

Can I buy them after I get to school in the fall? Yes, we'll have most of the numbers shown; to be sure, write us and we will hold your choice until you arrive.

Just a few of the College Board Numbers:

The officers coat on the cover

The Jumpers on page 140

The Dayshift chore-alls

The Golden Fleece Coat on page 157

Plaid and plain sweaters on page 164

The new blazer on page 174

The go-to-gethers on page 183

The trench coat on page 188

Slick Jeans shown on page 190

Jersey Pullover and skirt, page 191

Midwest Majors and California Best Dens

Velveteen Jumpers and Jumper Dresses

Gabardine Trench coats and suits

Campus hats and evening gowns

HARRIET H. ROGERS
SWEET BRIAR COLLEGE
SWEET BRIAR, VA.

STUDENTS'

HANDBOOK



SWEET BRIAR
COLLEGE



1944 - 1945

FRANCES ESTES—Editor

ALICE NICHOLSON—Business Manager

REMEMBER !!

**Bring This Handbook
With You When You
Come to College**

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1944 CALENDAR 1945

SEPTEMBER

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COLLEGE CALENDAR

1944-1945

First Semester

1944

September	11	Arrival of new students
September	12-14	Matriculation of new students
September	15	Registration of students
September	15	Instruction begins at 1:30 p.m.
September	15	Opening Convocation, 7:30 p.m.
October	27	Founder's Day
November	30	Thanksgiving Day
December	20	Christmas vacation begins

1945

January	9	Christmas vacation ends at 10:30 p.m.
January	20	Instruction of first semester ends at 12:05 p.m. *
January	23	First semester examinations begin
February	2	First semester examinations end
February	5	Instruction of second semester begins
April	6-9	Spring recess*
May	5	May Day
May	19	Instruction of second semester ends at 12:05 p.m.
May	22	Final examinations begin
June	1	Final examinations end
June	3	Baccalaureate Sermon
June	4	Thirty-sixth annual Commencement

*Students will be expected to remain on campus during this recess period.

PREFACE

By means of this handbook we have tried to present Sweet Briar to you—what she stands for and what she is striving for. When you become a member of our community, the opportunity for fair play, good scholarship and a well rounded life will be opened to you. But Sweet Briar exists only in her students. Each one of us is responsible for making her live by upholding the high principles upon which she was founded and which she has endeavored to maintain throughout the years. Come prepared to give Sweet Briar the best you have and she pledges her best in return.

THE EDITOR



Left to right: Grammar and Reid Dormitories

OFFICERS OF STUDENT GOVERNMENT

<i>President</i>	RUTH LONGMIRE
<i>Vice-President</i>	EVELYN DILLARD
<i>Secretary</i>	WYLINE CHAPMAN
<i>Treasurer</i>	ROSEMARY ASHBY

HOUSE PRESIDENTS

Gray	Harriet Wilcox
Carson	Mary Perkins Traugott
Grammar	Adeline Jones
Reid	Marjorie Christian
Randolph	Elinor Clement
Manson	Judith Cary Burnett

* * * *

Chairman Social Committee	Betty Healy
Chairman Student Funds Committee	Helen Davis
Chairman May Day Committee	Frances Bickers



RUTH LONGMIRE
President of Student Government

**AGREEMENT CONCERNING THE
STUDENT GOVERNMENT OF
SWEET BRIAR COLLEGE**

The Student Petition (October 17, 1906)

The students of Sweet Briar College, believing that there is dignity and honor in student government, desire individual and community responsibility for the conduct of students in matters not strictly academic.

We, therefore, petition the President and Faculty for legislative and executive control in certain matters. We ask:

I. Right to control quiet and order in all places about the buildings and campus that are not under the immediate control of a member of the Faculty.

II. Permission, with the advice and approval of the Faculty, to extend our power as occasion arises and we prove worthy to be vested with greater power and authority.

III. Permission to make such additions to the above as we may feel are necessary, with the consent and approval of the President and Faculty.

The Reply of the Faculty**(October 20, 1906)**

The Faculty of Sweet Briar College endorses most cordially the desire of the student body to assume responsibility for the conduct of individual students in non-academic matters. Therefore, the Faculty accords permission to frame a constitution embodying laws regulating the points specified in the petition—said constitution to be submitted to the Faculty for endorsement.

PREAMBLE

Whereas, we, the students of Sweet Briar College, desire to assume individual and community responsibility for the conduct of students in matters not strictly academic, and, whereas, we believe that there is dignity and honor in student government, we do hereby, in accordance with the agreement between the Faculty and students, organize ourselves into an Association.

THE STUDENT GOVERNMENT ASSOCIATION

THE HONOR SYSTEM

A high standard of personal honor prevails at Sweet Briar. Every student is expected to do her utmost to maintain this standard and at all times to consider herself an active and responsible member of the Association. The Executive Committee of the Association has the power to investigate and take action in any case involving an infraction of the Honor System. In performing this function it needs the support of every student.

THE HONOR SYSTEM APPLIES TO EVERY PHASE OF COLLEGE LIFE. A Sweet Briar girl's word is her bond and it is expected that every student will justify the confidence of her fellow students at all times and under all circumstances.

**CONSTITUTION OF THE
STUDENT GOVERNMENT ASSOCIATION
OF SWEET BRIAR COLLEGE**

Article I—Name

The name of the Association shall be the Student Government Association of Sweet Briar College.

Article II—Purpose

The purpose of this Association shall be to foster the individual and community interests of Sweet Briar students, by maintaining the high standard of conduct and decorum, and by strengthening the spirit of unity and the sense of individual responsibility implicit in the ideal underlying the foundation of Sweet Briar College, which was "to impart to students such an education in sound learning, and such physical, moral, and religious training as shall . . . best fit them to be useful members of society."

**Article III—Fundamentals Underlying
Student Government**

The strength and effective operation of Student Government depend upon the truthfulness and the high sense of personal honor on the part of each student, an enlightened and vigorous student opinion, and the recognition of individual responsibility for upholding and furthering the standards and the ideals on which the Association is based. Three things are fundamental:

1. A student will tell the truth.
2. A student will respect the property of others.
3. A student will maintain absolute honesty in all her social life and in all her academic work—preparation, classroom work, tests, papers, notebooks, examinations, and every other kind of academic work.

Students who do not acknowledge these fundamentals or who are unwilling to exert themselves to the utmost to make these ideals prevail are out of place at Sweet Briar. Each student is in honor bound to maintain these ideals in her own conduct and to exert herself to the utmost to make these ideals prevail among all students at Sweet Briar. **Any student who fails, at any time or under any circumstances, to live up to these ideals should report such infraction promptly to a member of the Executive Committee.**

Article IV—Membership

All students at Sweet Briar College are active members of the Association and must conform to the rules and regulations of the Association for such periods as they are registered in the College. Every student on entering college is expected to subscribe to the three fundamentals noted above by signing the following pledge:

I pledge my personal honor to speak the truth at all times, to respect the property of others, and to be honest in all my dealings, and to exert myself to the utmost to make these ideals prevail among all students at Sweet Briar.

Article V—Jurisdiction

All resident students, both individually and collectively, are under the jurisdiction of the Association. Non-resident students are likewise under the jurisdiction

of the Association, except in matters which naturally are under the control of their parents or guardians.

All the legislative, executive, and judicial powers recognized as essential to a self-governing organization, shall be vested in the Association, acting either as a whole or through its duly authorized officers and committees, as hereinafter provided.

The Association shall co-operate with the President of the College in the enforcement of rules concerning the general conduct of the students.*

The Association shall hold each student responsible for informing her guests of the rules they are expected to observe while visiting at the College.†

Article VI—General Government

Section 1. Officers. The officers of the Association shall be: President, Vice-President, Secretary, Treasurer, and a House President for each dormitory

Section II. Duties of Officers.

1. The President shall call and preside at all meetings of the Association, of the Executive Committee, and of the College Council. She or her personal representative shall officially represent the students on any faculty or student committee, or on any other occasion when the students require such representation; and shall perform all the duties which naturally pertain to the office of President of a self-governing organization. As soon as convenient after registration, the President shall call a meeting of the entering students to explain the organization and purposes of the Association. At the last regular

*See Faculty Rulings.

†It will also hold each student responsible for infractions of the rules by her guests when such infractions occur on campus

meeting in April, the President shall review the year's work and the President for the ensuing year shall assume the duties of her office.

2. The Vice-President shall perform the duties of the President in the absence of the President; shall administer the regulations governing the participation in extra-curricular activities, and perform such other duties as shall from time to time be designated by the President or Executive Committee.

3. The Secretary shall record the proceedings of all meetings of the Association, of the Executive Committee, of the College Council, and the decisions of the House Councils, and shall keep a permanent record of the same. She shall report to the Faculty of the College for ratification all amendments to the Constitution and the By-Laws adopted by the Association; submit to the President of the College or her deputy, for her approval, lists of officers, committees, boards or other bodies appointed by the Association or its officers, and keep a permanent record of such lists; attend to all correspondence of the Association not coming directly under the jurisdiction of the Treasurer, and perform all other duties naturally pertaining to the office of Secretary of the Association.

4. The Treasurer shall collect the Student Activity Fund and shall distribute it to the various organizations. She shall keep a strict account of all money of the Association, and expend the same according to the direction of the Executive Committee of the Association. She shall appoint a Budget Committee to meet in the spring of each year to determine the budget for the following year.

She shall serve as Chairman of the Finance Committee.

The accounts of the Association shall at all times be open to inspection by any member of the Association or

by the President of the College or her deputy. The Treasurer shall make interim reports of the finances of the Association at the request of the President of the Association or of the Executive Committee, and at the last regular meeting of the year, shall render to the Association a complete report of the year's work.

5. Each House President shall serve as a member of the Executive Committee; exercise a general supervision over her House; serve as permanent chairman of her House Council; and shall be responsible for her House Book.

Under her general jurisdiction shall be the rules of Quiet and Fire-Prevention. Each student will be held directly responsible for any disturbance which may occur in her room, unless the particular student or students causing the disturbance shall exonerate her. With regard to these rules students shall be held responsible for their guests.

Article VII—Committees

Section I. The Standing Committees of the Association shall be: The Executive Committee, House Councils, Advisory Council, Nominating Committee, Social Committee, Finance Committee, Student Funds Committee, May Day Committee, and the Point Committee. Special committees shall be appointed from time to time by the President at her own discretion, or at the suggestion of the Association, of the Executive Committee, or of the College Council.

1. The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer of the Association, the House Presidents, the President of the Sophomore Class and the President of the Freshman Class.

2. There shall be six House Councils (one for each dormitory) to which the Executive Committee of the Student Government Association delegates the power to administer certain regulations.

a) Composition and terms of service:

- (1) The number of members shall be determined in proportion to the number of girls in the dormitory in such a way that each girl shall serve at least once during the college year.
- (2) Council members shall be appointed by the respective House Presidents.
- (3) The term of service on any council shall be four weeks.
- (4) Notices shall be sent to girls who are to serve at least four days before their term of service begins.

b) Officers:

- (1) The chairman of each House Council shall be the House President.
- (2) The secretary of each House Council shall be elected in a house meeting at the beginning of the year to serve throughout the college year.

3. The Advisory Council shall consist of the members of the Executive Committee, the Presidents of the Four Classes, and of the Y. W. C. A., of the Dramatic Association, of the Glee Club, Head of the Choir, and of the Athletic Association, the Editor of the *Brambler*, the Editor of the *Briar Patch*, and the Editor of the *Sweet Briar News*, the Chairman of the Student Personnel Committee, the Chairman of the Social Committee, the Chairman of the Orientation Committee, the Chairman of Student Funds Committee, President of the International Relations Club, President of Tau Phi, and the

Chairman of the War Service Committee. In addition to these there shall be two representatives at large elected from each class. The council shall elect its own chairman and secretary.

4. The Nominating Committee shall consist of the Executive Committee of the Association and the Presidents of the four classes. Officers of the four classes may be called in in an advisory capacity.

5. The Social Committee shall consist of a chairman and as many members as are deemed advisable in any given year. The chairman of the Social Committee shall be appointed by the Executive Committee of the Student Government Association from a list suggested by the Dean, the Assistant to the Dean, the outgoing and incoming Student Government President and the outgoing Chairman of the Social Committee. This appointment shall take place the day of the other Student Government Elections. The members of the Committee shall be chosen by the new chairman and the above mentioned group, subject to the approval of the Executive Committee. The Junior Chairman of the Floor Committee shall be invited to attend the meetings of the Social Committee.

6. The Finance Committee shall consist of the treasurer of the Student Government Association, Y. W. C. A., Athletic Association, Paint and Patches, Sophomore Class, the business manager of the *Sweet Briar News*, Chairman of the Funds Committee, the president of the Student Government Association and two staff members, namely, the treasurer of Sweet Briar College, and the assistant to the treasurer of Sweet Briar College. The chairman of the Finance Committee is the treasurer of Student Government.

7. The Student Funds Committee shall consist of two members elected from each class in the fall. The treasurer of the Patch Box, the President of the Student

Government Association, the treasurer of the Student Government Association, and the Head of War Service are also members of the committee by virtue of their office. Both the chairman and the secretary-treasurer of the Student Funds Committee shall be elected in the Spring by the members of the retiring Committee. The chairman shall also serve as the chairman of the Patch Box Committee.

8. The May Day Committee shall consist of two members appointed from each of the four classes by the May Day Chairman. The chairman shall be elected by the incoming senior class in the spring of the junior year. The treasurer shall be chosen from the committee by its members.

9. The Committee on Points shall consist of the Vice-President of the Student Government Association who shall act as chairman, and five other members who are appointed by the chairman in the fall of the year.

Section II. Functions and Duties of Committees:

1. The Executive Committee:

a) The Executive Committee shall have the power to decide imperative and detailed business, reporting to the Dean's Office all penalties imposed.

b) It shall be the duty of the Executive Committee to be immediately responsible for all matters which come under the jurisdiction of the Association; to carry out resolutions passed by the College Council; to execute its own decrees, which may be passed in matters not specifically included in general legislation; to review the actions of the House Councils; to receive from the House Presidents or from other members of the Association reports of any infringement of the rules, and, in the case of major offenses, to take such action thereon as may seem wise and expedient in accordance with the rules and regulations of the Association.

c) The Executive Committee sitting as a court shall have original jurisdiction in all cases of discipline falling under its regulations. The Executive Committee shall judge and pass sentence upon any case of misconduct coming to its attention. The accused shall have the right to appear and present her defense before the case is finally adjudicated.

d) The Executive Committee shall have the power to summon before it, at its discretion, any committee or board or member of the Association, and, in the exercise of its judicial functions, to require testimony from any member of the Association, and to inflict penalty for refusal to testify, except in cases where for good and sufficient reason, it shall see fit to excuse the witness.

e) It shall likewise be incumbent upon the Executive Committee to enforce all penalties imposed by any branch of the Association for infraction of rules or disregard of community welfare.

f) In cases where the Executive Committee, in spite of a student's denial, finds her guilty of an infraction of a rule, a reprimand shall issue from, or a penalty be imposed by, the said Committee only on the basis of a formal statement, signed by a majority of the Executive Committee, giving the nature of the testimony and the names of the witnesses. Such signed statement shall be presented to the accused, if demanded by her.

g) The Executive Committee shall receive and shall consider with reasonable dispatch any complaint filed in writing by any student who feels that she has been unjustly treated by any member of the Association. Such complaint shall be adjudicated in accordance with the regular procedure of the Executive Committee.

h) The Executive Committee may refer any case to the College Council for discussion before final decision

and may submit any of its judicial decisions to the College Council for review; and must submit for review all cases in which a penalty of suspension or dismissal from the Association has been pronounced.

i) Suspension from the Association shall be accompanied by a recommendation to the College Council to be conveyed to the College Administration or to the Executive Committee of the Faculty that the convicted student be suspended from college for a corresponding period.

Dismissal from the Association shall be accompanied by a recommendation to the College Council to be conveyed to the College Administration or to the Executive Committee of the Faculty that the convicted student be dismissed from College, or be requested to withdraw from College at a specified time.

j) In all cases tried, appealed or reviewed before the Executive Committee of the Association, the accused student shall be heard personally in her own defense before sentence is determined, unless she shall with the approval of the court in question, choose to send to that body a written statement or a representative.

k) The Executive Committee shall have charge of explaining to the new students the meaning of the Student Government Constitution, By-Laws and unwritten laws.

I) All new students are required to attend classes led by members of the Executive Committee. After a period of instruction an examination shall be given. If a student fails an examination twice she shall be campused until she passes the examination.

II) All upper classmen are required to attend House Meetings in which the handbook shall be reviewed. After these discussions an examination shall be given.

If a student fails the examination once she shall be campused until she passes the examination.

2. House Councils:

a) House Councils shall have the responsibility of dealing with infractions of campus, social, and smoking regulations and of maintaining quiet in their respective dormitories. They shall also discuss problems concerning Student Government.

b) In any case where infractions are considered by the House Council to be sufficiently serious or repeated, they shall be referred to the Executive Committee.

c) All penalties imposed shall be reported promptly to the Secretary of the Student Government Association.

d) The Executive Committee has the power to modify or to change any decision of the House Councils, and to receive appeals made by students from decisions of the House Councils. In case a student wishes to make an appeal to the Executive Committee she shall first discuss the matter with her House Council.

e) In order to maintain consistent administration among the various House Councils, the Executive Committee shall meet each week to discuss the work of the Councils.

3. The purpose of the Advisory Council is to advise the President of the Association, the Executive Committee, or the Association as a whole in matters of general interest. Such matters may at any time be referred to the Advisory Council for deliberation and report. Action on such questions shall be deferred until the Advisory Council has had opportunity to report. It is not within the province of the Advisory Council to initiate action.

4. It shall be the duty of the Nominating Committee to nominate officers of the Association for the ensuing

year, in accordance with the provisions of Article IX, Section I.

5. It shall be the duty of the Social Committee to help maintain the standards of social life recognized by Sweet Briar College; to act as hostesses, and to co-operate with the Dean's Office and the Executive Committee in the administration of social regulations.

6. The Finance Committee shall have the power to decide any financial appeal of an organization or of an individual which shall be referred to the Committee.

7. The Student Funds Committee shall have charge of all requests and drives for money which are made to the student body from sources both on and off campus. The Patch Box shall be under the supervision of the Student Funds Committee. The managing committee of the Patch Box shall include some permanent members of the community and shall be responsible to the Student Funds Committee.

8. It shall be the duty of the May Day Committee to decide on a theme for May Day week-end and to plan and direct the Saturday afternoon festivities.

9. The duty of the Committee on Points shall be to enforce the regulations regarding participation in extra-curricular activities.

Article VIII—Meetings

Section I. 1. A meeting of the Association shall be held at least once a month at the call of the President. Special meetings may also be called at the discretion of the Executive Committee or the President.

2. Two-thirds of the members of the Association shall constitute a quorum. Unless otherwise herein provided, a majority vote of those present shall be binding.

3. Every student is expected to attend all meetings of the Student Government Association.

Section II. Regular weekly meetings of the Executive Committee shall be held at a time designated by the President of the Association. Special meetings of the Committee shall be called by the President.

Section III. Meetings of all House Councils shall be held once a week on Monday night at 10:00 p.m.

Section IV. The Finance Committee shall meet in October and in May and at other times on call.

Section V. The rules contained in *Roberts' Rules of Order Revised* shall govern the Association in all cases to which they are applicable, provided they are not inconsistent with the By-Laws of the Association.

Article IX—Elections

Section I. Officers of the Association for the ensuing year shall be nominated by a Nominating Committee. Further nominations may be made from the floor at the meeting of the Association at which the report of the Nominating Committee is presented, and all nominations shall be immediately posted. The Nominating Committee shall begin its work during the first week of the second semester.

Section II. Elections shall begin one week after the announcement of nominations, and shall be conducted by a system of preferential voting.

Section III. The President, Vice-President and Secretary shall be elected from the Senior Class; the Treasurer from the Junior Class; two House Presidents from the Senior Class; three from the Junior Class, and one from the Sophomore Class.

Section IV. Should a vacancy occur in any office of the Association, or in the Executive Committee, it shall be filled by a special election by the Association from nominees selected by the Nominating Committee.

Temporary vacancies shall be filled by appointment by the Executive Committee.

Article X—Secret Organizations

All secret organizations are forbidden by order of the Board of Directors of the College.

Article XI—Amendment and Revision

An amendment or revision of the Constitution or By-Laws of the Association may be proposed by the Executive Committee or by a member of the Association at a regular meeting. A vote shall be taken by the Association, not sooner than one week after the proposal, said revision or amendment to have been posted on the Association Bulletin Board during the intervening time. After endorsement by a three-fourths majority of the Association, said amendment or revision shall be presented, through the College Council, to the Faculty for ratification. Upon ratification of the Faculty, it then becomes valid and binding upon the whole Association.

Each year the President of the Association shall appoint a special Committee of the College Council to review the Constitution and By-Laws and to recommend whatever revision or amendment is found advisable.

Article XII

All questions of interpretation of this Constitution shall be referred to the College Council, whose decision shall be final.

**BY-LAWS OF THE SWEET BRIAR
STUDENT GOVERNMENT ASSOCIATION**

The Responsibility of a Sweet Briar Student

Life at Sweet Briar is based upon principles which are intended to promote the best interests of the community as a whole and of the individual as a member of the community. Since every student entering Sweet Briar automatically becomes a member of the Student Government Association, she is expected to accept its obligations and responsibilities as well as its privileges, and must be willing, therefore, to subordinate her own standards to those of the community. It is natural that some of the regulations may not be acceptable to every student, for they have been formulated to meet the needs of the group as a whole, but the individual's obligation to uphold them is not lessened on that account.

Believing that a willing and intelligent support of these regulations is the desire of every college citizen, the Student Government Association expects each of its members to inform herself of the academic and non-academic responsibilities and to maintain them. Moreover, she is expected to co-operate in holding others to the standards of the Association; in reminding them of their obligations in cases of non-conformity, and in reporting them to the proper authorities if infractions are serious or continued. The officers and committee members of the Association are merely our representatives for maintaining the high standards of our college life, and their service in no way relieves any student of her individual responsibility.

I—House Regulations

Section 1. *Quiet.*

a) Quiet shall be maintained in the dormitories on week days and Sundays from 7:30 p.m. to 10:00 p.m., 10:30 p.m. to 7:00 a.m.; on Saturdays from 11:30 p.m. to 10:00 a.m. Sunday morning.

During class hours there shall be reasonable quiet in the dormitories in order that students may be able to study in their rooms.

b) Quiet shall be maintained within hearing distance of the Chapel during Chapel services and all performances given in the Chapel.

c) Any student, whether or not she be an official of the Association, shall have the right, and shall be under obligation, to protest against any unwarranted disturbance in the dormitories. In case of persistent disregard for the rights and comforts of others, and after reasonable warning she shall be expected to report the misdemeanor to the House President, to the Executive Committee, or to some other officer of the Association.

Section 2. *Fire Prevention.*

a) There shall be no candles used in the dormitory rooms.

b) There shall be no fire made in any room.

c) There shall be no sitting on fire escapes nor shall anything be placed on the fire escapes or ladders.

d) There shall be a fine of five dollars for any unauthorized ringing of a fire gong.

II—Campus Regulations

Section 1. Students may not walk off the immediate campus after the official dark hour. (The immediate campus is defined as the area bounded by and including

the Gymnasium, the East and West Dells, the faculty residences, the road from the post office to the fork below the Chapel, and the path from Reid to the gymnasium.)

Section 2. Groups of four or more may picnic at the lake and monument after dark, returning to campus at 10:30 p.m., except on Saturday when the hour is 11:30 p.m.

Section 3. Students must be within the residential quadrangle by 10:30 p.m., except on Saturday when the hour is 11:30 p.m.

Section 4. Students may not walk alone outside of campus limits except to the railroad station. (Campus limits are defined as: the college gate on the highway, the monument, the college boundary on Elijah's Road, the road to the monument above the dairy, the lake, and the A.A. cabin via the direct route.

Section 5. There shall be no horseback riding or swimming in contravention of the rules of the Athletic Association.

Section 6. All students may use the outing cabin, but only in accordance with the rules of the Athletic Association.

III—Regulations for Absence from Campus

Section 1. *General Regulations.*

a) No student may leave campus for a night at any time without permission from the Dean's Office, and upon return must sign a return registration slip in the Student Government Office.

b) Students must secure from their parents or guardian written special or general permission in order to motor with men off campus. This permission must be filed in the Dean's Office.

c) Students must have special permission from their parents or guardian in order to be allowed to travel by plane. This permission must be filed in the Dean's Office.

Section 2. *Amherst and Lynchburg.*

a) A group of girls may go to Lynchburg or Amherst in the evening in a car approved by the College and using main highways, provided they return by 10:30 p.m., except on Saturday night when the hour is 11:30. For any variation from these hours, special permission must be obtained from the House President.

b) Students may drive between Amherst and Lynchburg with men, using the main highways, provided they return to campus by 10.30 p.m., except on Saturday when the hour is 11:30 p.m. For any variation from these hours special permission must be obtained from the Dean's Office.

c) Both upon leaving and returning to campus, students must register fully in the House Book.

Section 3. *Beyond Amherst and Lynchburg.*

a) Automobiles.

1. In the daytime students may motor beyond Amherst and Lynchburg, using main highways, to Charlottesville and Lexington and within a 50 mile radius of Sweet Briar upon registration in the Student Government Office. They must sign a return registration slip in the Student Government Office by the official dark hour. For any variation from these stipulations, special permission must be obtained from the Dean's Office.

2. Students may drive beyond Amherst and Lynchburg with their parents and the parents of their friends or with faculty members upon registration in the Student Government Office. They must sign a return registration slip in the Student Government Office by 10:30 p.m.,

except on Saturday night when the hour is 11:30 p.m. For any variation from these hours special permission must be obtained from the Dean's Office.

b) Trains and Buses.

Students may go beyond Amherst and Lynchburg for the day on train or buses upon registration in the Student Government Office. They must sign a return registration slip in the Student Government Office by 10:30 p.m., except on Saturday night when the hour is 11:30 p.m. For any variation from these hours, special permission must be obtained from the Dean's Office.

c) Any student whose House Book privileges are removed may not sign out in the Student Government Office without special permission from the Dean's Office.

Section 4. *Picnics.*

a) Students may leave the main road between Lynchburg and Amherst for picnics in groups not smaller than six. For any variation from this number permission must be obtained from the Dean's Office.

b) For picnics beyond Lynchburg and Amherst permission must be obtained from the Dean's Office.

IV.—Social Regulations

Section 1. *Social Affairs on Campus.*

a) General regulations:

- (1) All men guests must be registered in the Student Government Office.
- (2) All dates must leave campus at 10:30 p.m. every night except Saturday. On Saturday, they must leave at 11:30 p.m.

- (3) Special permission for dates must be obtained from the Chairman of the Social Committee or if she is off campus from the president of the Student Government Association, but may be obtained only in case of real emergency.
- (4) Each student must sign for her own guest.
- b) Class privileges (Class privileges are determined according to the number of years at college):
 - (1) Seniors may have unlimited dates.
 - (2) Juniors may have unlimited dates.
 - (3) Sophomores may have dates on Fridays, Saturdays, and Sundays.
 - (4) Freshmen may have dates on Saturdays and Sundays.

Section 2. *Social Affairs off Campus.*

a) Regulations:

When a student is staying in **Charlottesville or Lexington**, whether she is staying at the hotel or elsewhere, the following regulations must be observed:

- (1) On dance week-ends, Sweet Briar students return to the place where they are staying within an hour after the dance, except that the hour of return is extended on Saturday night to 2:00 a.m. They neither go out again that night nor have dates after their return
- (2) On other visits, Sweet Briar students return to the place where they are staying at 2:00 a.m. They neither go out again that night nor have dates after their return.

- (3) Students may not go out in the morning until 7:00 a.m. For any variation from this hour special permission must be obtained from the chaperone, who represents the Dean's Office.
- (4) Sweet Briar students may accept invitations to men's apartments or rooms only in groups including at least two girls.
- (5) Students may drive within a 5-mile radius of either Charlottesville or Lexington. For any variation from this rule, permission must be obtained from the Dean's Office or a representative of the Dean.
- (6) All students attending the dances are requested to introduce their dates to the chaperone.

Section 3. For week-ends, dances, or ball games away from Sweet Briar (students do not dance at public places in Lynchburg), and for dances at Sweet Briar, chaperons shall be secured or approved by the Dean's Office.

V—Smoking

Section 1. Students at Sweet Briar may smoke in the following places:

- a) The Dells.
- b) The roads leading off the immediate campus except the road to the gate.
- c) The arcades in the residential quadrangle [the guests only].
- e) Gray, Randolph, Grammer, and Reid Parlors with
- d) The Common Rooms, the Senior Parlor, and the Student Government Office.

sidered an arcade].

passageway leading from the ground floor of Randolph to the entrance of the Chapel is not con-

- f) The Inn, subject to arrangements made by the Boxwood Inn Committee.
- g) The refectories at dinner on Friday nights.
- h) At the lake in the Recreation Room of the Boat-House only, in a party registered with the Head of Lake.
- i) In faculty and staff offices when faculty member or staff member is present and gives permission.
- j) In the Student Waitresses' room in the Big Refectory.

VI—Drinking

The drinking of intoxicants is not countenanced by the Student Government Association of Sweet Briar College except in accordance with the current interpretation by the College Council. The College Council interprets this ruling to mean that there shall be **no drinking** at Sweet Briar College.

There shall be no drinking at filling stations, roadside houses, or in automobiles. Students are expected to refrain from drinking in and around Amherst and Lynchburg anything except beer, ale, and light wines in approved restaurants. In neighboring college towns there shall be no drinking in public except beer, ale, and light wines when served in restaurants. Students are urged to observe the same regulations on trains and in stations. They are urged to remember the demands of good taste and moderation if they accept drinks offered them in private homes, private parties where the parents of a Sweet Briar student are hosts, fraternity houses, the Farmington Country Club in Charlottesville.

Sweet Briar students are expected **at all times** to exercise good taste and good judgment where intoxicants are concerned. Any failure to do so will be treated by the Student Government Association as a serious offense.

VII—Hazing

There shall be no hazing at any time.

VIII—Penalties

Section 1. The penalties which may be imposed are the following:

- a) Withdrawal of privileges.
- b) Period of confinement to campus.
- c) Acceptance of parole, a personal pledge before the Executive Committee that the student will be especially scrupulous in keeping all the rules and in general conduct, with the understanding that any future infringement will be more serious for her than for other students, provided that there be entered in the President's book and in the Secretary's book that in announcing to the Association a penalty involving parole, the President shall say "Miss . . . accepted parole in the form, 'I (name given) because (cause given) pledge my personal honor to be especially scrupulous in keeping all the rules and in general conduct with the understanding that any future infringement will be more serious for me than for other students'."
- d) Suspension from the Student Government Association.
- e) Dismissal from the Student Government Association.

Section 2. *Conditions Governing Penalties.*

- a) Every penalty shall be communicated and defined to the penalized student in writing and a report of such penalties shall be made to the Dean's Office.
- b) The penalties of all cases tried in the first instance by the Executive Committee of the Student Government Association shall be announced to the Student Body.
- c) Suspension or dismissal shall be regulated according to the provisions in Article VII, Section II (1-i) of the Constitution.

IX—College Property

Section 1. Students are expected to show careful consideration for College buildings, grounds, or any other College property.

Section 2. Disregard of Library Rules concerning books and periodicals is a Student Government offense.

X—Extra-Curricular Activities

Section 1. All activities shall be evaluated according to a point system. For rating see point system chart.

Section 2. The point system shall be based on periods of three (3) terms. The first being from September to the beginning of Christmas Vacation, the second from Christmas Vacation to Spring Vacation, and the third from Spring Vacation until June.

Section 3. No student may hold offices or participate in activities totalling more than ten (10) points in any one term.

Section 4. No student may hold more than one of the following offices: Executive Committee of the Student Government Association, one of the four officers of the Y. W. C. A. or of the Athletic Association, Chairman of the Student Funds Committee, or Student Head of War Service, President of Paint and Patches, Editor of the Sweet Briar News, Editor of the Briar Patch, Chairman of the Social Committee. Should the offices of a student overlap because of the assumption of the duties of a newly elected office in the spring, arrangements to solve the difficulty must be made in conference with the Dean, Vice-President of Student Government and the college physician.

Section 5. A student may not be president, treasurer or business manager of more than one organization.

Section 6. A student may belong to only two (2) departmental clubs.

Section 7. A student may not engage in more than five (5) activities in any one term.

Section 8. The above regulations assume that a student has her class standing, a credit ratio of 1.0 or better for the preceding semester, and that the maximum number of hours that she is carrying is not more than sixteen (16).

Section 9. Purely honorary organizations are not subject to these regulations.

Section 10. Students who are reading for Honors may carry the full number of points only with permission from the Committee on Points in consultation with the Dean and the college physician.

Section 11. Students engaged in self-help activities may carry the full number of points only with permission from the Committee on Points in consultation with the Dean and the college physician.

Section 12. No student may engage in more than three (3) self-help activities.

Section 13. For any variation from the above special permission must be obtained from the Committee on Points and from the Dean.

Section 14. Nominations for offices in all organizations must be submitted to the committee on Points for approval before the elections take place.

XI—Eligibility

Section 1. No student who is deficient in her academic work is eligible for office in the Association. No student who is not in good standing with the Association may hold office in the Association. No student who is deficient in her academic work or who is not in good standing with the Association is eligible for election as May Queen. Deficiency in academic work shall be defined as failure to maintain a credit ratio of 1.0 as defined by

the Dean's Office. Not being in good standing with the Student Government Association shall be defined as being under any penalty imposed by the regular authorities of the Association.

This does not include penalties for minor offenses.

Section 2. To be eligible for the office of President of the Association a student must have obtained in addition to her credit ratio of 1.0 for the preceding years, a credit ratio of 1.5 for the preceding semester with no F. A member of the Student Executive Committee must have in addition to her credit ratio of 1.0 for her preceding years a credit ratio of 1.2 for the semester preceding her election. The President of the Freshman class may not be elected until the six weeks' grades have been reported, and no student warned in any subject is eligible.

Section 3. The standards for retention of office are the same as those for eligibility—viz., 1:5 for President of the Association and 1.2 for members of the Executive Committee.

XII—Student Activities Fund

To cover the annual dues of the various organizations of the college, a Student Activities Fund has been created. By vote of the student body this fee of \$25.00 is to be paid by every student in the college by October first.

XIII—Financial Management of Student Organizations

Section 1. All organizations handling amounts of money shall maintain organization accounts in one of the local banks. These organizations are: the Student Government Association, the Briar Patch, the Brambler, the Sweet Briar News, Paint and Patches, the Church Committee, the four classes, Camera Club, English Club, French Club, German Club, Glee Club, Inter-

national Relations Club, Music Club, Spanish Club, Tau Phi, Chung Mung, May Day Committee, the HANDBOOK, War Service Committee, and Funds Committee.

Section 2. Organization accounts shall be kept in books approved by the Finance Committee.

Section 3. Accounts of all organizations shall be audited at least bi-monthly by the assistant to the Treasurer of the college at the scheduled time agreed upon by the Finance Committee and the assistant to the Treasurer of the college.

Section 4. Each organization shall file with the Finance Committee an annual report of its financial transactions at the end of the fiscal year, May 31.

THE COLLEGE COUNCIL

Section 1. The College Council is composed of the President of the College in an advisory capacity, the Executive Committee of the Student Government Association, and nine members of the Faculty, including the Dean, the Assistant to the Dean, and seven members elected by the Faculty.

The Chairman of the College Council is the President of the Student Government Association.

Section 2. a) The primary purpose of the College Council shall be to act as an intermediate body between the Faculty and the students.

All matters which are to be presented to the Faculty or to the Executive Committee of the Faculty by the Student Government Association shall, prior to such presentation, be discussed by this Council. If, by majority vote, the Council disagrees with the original decision of the Executive Committee, the Executive Committee may, in its discretion, present the matter in question directly to the Faculty or to the Executive Committee of the Faculty.

b) The Council may discuss topics of general and special interest to the college community, and offer recommendations to the Faculty or to the Executive Committee of the Faculty or to the Student Government Association.

c) It shall be the further duty of the College Council to act as a Court of Appeals whenever an appeal is taken from a judicial decision of the Executive Committee. Such appeal may be taken either directly by the student convicted, or by the Student Government Association meeting as a Committee of the Whole, in case such appeal by the Association is sustained by a written petition signed by at least one-half of the members of the Association.

After such judicial review the College Council may in its discretion impose a substitute penalty, which shall be final except as provided in other sections of this article. In all cases submitted to the College Council for appeal, discussion, or review, the College Council shall have the same powers and duties as are vested in the Executive Committee when sitting as a Court. See Article VII of the Constitution, Section II, c), d), e), f).

d) All questions of interpretation of this Constitution shall be referred to the College Council, whose decision shall be final.

e) At the request of two members of the College Council, any case involving infraction of the rules may be brought before the Council for review and readjudication, after action taken by the Executive Committee.

f) A final appeal may be taken from a judicial decision of the College Council to the Executive Committee of the Faculty, (1) by the convicted student only in case the decision involves the penalty of dismissal, or suspension; or (2) by the Student Government Association, acting as a Committee of the Whole, in case such appeal

is sustained by a written petition signed by at least one-half of the members of the Association.

g) In all cases tried, appealed or reviewed before the College Council, the accused student shall be heard personally in her own defense before sentence is determined, unless she shall with the approval of the court in question, choose to send to that body a written statement or a representative.

Section 3. Regular monthly meetings of the College Council shall be held at a time designated by the Chairman, subject to the approval of the Council. Special meetings of the Council may be called by the Chairman.

Section 4. The rules contained in *Roberts' Rules of Order Revised* shall govern the College Council in all cases to which they are applicable, provided they are not inconsistent with the By-Laws of the Association.

THE WAR SERVICE COMMITTEE

The War Service Committee is in charge of the activities started to meet war-time needs. Its purpose is to help Sweet Briar adjust to war conditions and to provide the facilities whereby all members of the Sweet Briar community may contribute as much as possible to the war-effort. The general committee works through a series of committees, each with student and faculty co-chairmen.

The Student Chairman of War Service is elected by the student body at the same time as the Student Government officials. The Chairman of Discussions is also an elected officer.

Included among the activities of the sub-committees are Red Cross knitting and bandage-rolling, collecting salvage, giving assistance to the Amherst Rationing Board, sponsoring a physical fitness program, planning air raid precautions, and holding discussions on

public affairs and post-war planning. The sale of War Stamps by Tau Phi is continued throughout the year and War Bond Drives take place in accordance with the National Campaigns.

The success of the War Service Committee depends upon the cooperation of every member of the Student Body and the Community and it is urged that everyone do his part.

SWEET BRIAR SONG

Sweet Briar, Sweet Briar, flower fair,
The rose that on your crest you wear
Shall never fade, but always bear
Thy beauty, O Sweet Briar!

Sweet Briar, Sweet Briar, thy columns white
Shine on thy hills a beacon light
Of truth, to burn with radiance bright
Forever, O Sweet Briar!

Sweet Briar, Sweet Briar, we sing to thee,
May thy foundations ever be
Strong as thy hills, thy purity
That of thy rose, Sweet Briar!

SWEET BRIAR HYMN

Sweet Briar, thou art a symbol of beauty,
Lasting and growing forever,
Shining and spreading thy radiant light on
our pathway,
Sweet Briar, living each day in thy beauty,
We'll think it gone when we leave thee,
Put in the future we'll find it—
Within our hearts.



The Refectory

FACULTY RULINGS*

A—ACADEMIC

I—Registration

1. All old students complete their registration before 6:00 p.m. of the day of Convocation at the opening of the academic year. New students complete their registration before 12:00 m. of the day following the opening Convocation.

Registration at the opening of the year consists of (1) signing a registration card upon arrival; (2) paying the college fees: (3) enrolling for classes.

2. All students are expected to be present at the Convocation at the opening of the academic year. Rooms will not be held for students who arrive after 6:00 p.m. on the day of the opening Convocation unless satisfactory excuse has been presented to the Dean by letter or telegram before that time.

3. To enter a class after the general registration a student must present to the Registrar permission signed by her faculty adviser, the instructor, and the Dean. Enrollment in all classes is closed two weeks after the opening of the semester.

4. To drop a course a student must present to the Registrar permission signed by her faculty adviser, the instructor, and the Dean. The student remains a member of the class until the instructor receives from her a withdrawal card signed by the Registrar.

5. No student will be permitted to drop any course within four weeks of the examination period without the special permission of the Executive Committee.

*Note: Other faculty rulings will be found in the catalogue of the college.

6. A student must obtain special permission from her faculty adviser and the Dean, and the approval of the College Physician, in order to carry more than sixteen hours of academic work, more than six different courses, or and extra-curricular courses.

7. A student may not carry less than twelve credit hours of academic work unless she is taking non-credit courses in music or art, in which case she must carry at least nine credit hours. Exceptions to this ruling may be made by the Executive Committee.

II—Removal of Entrance Conditions

1. All entrance conditions must be removed before the beginning of the second semester of the sophomore year. No exceptions will be made to this rule except by special permission of the Dean.

III—Graduation Requirements and Class Standing

1. A student must have a minimum residence of one academic year at Sweet Briar to be eligible for a Sweet Briar degree.

2. To be eligible for graduation a student must complete a minimum of 120 semester hours of credit in addition to the physical education requirement.

3. Every student must have for graduation a minimum of 120 quality points and a credit ratio of at least 1.0 for her entire course. Quality and the credit ratio are computed as follows: each semester hour graded A counts 3 quality points; B, 2; C, 1. The credit ratio is the ratio of the total number of quality points to the total number of quality points to the total number of hours taken. These hours include courses which are reported incomplete, conditioned and failed. Hours of physical education are not included in computing the credit ratio. A credit ratio of 1.0 is equivalent to a C average.

4. Every student is required to make for graduation a credit ratio of 1.0 on work pursued at Sweet Briar.

5. Every student is required to have for graduation a major rating of at least 1.00. The major rating is defined as the credit ratio for all courses taken in the major subjects (not allied courses) exclusive of courses not allowed to count for the major. If a comprehensive examination is required in the major, the major rating is computed by combining, with equal weighting, the credit ratio as computed above, with the grade of the comprehensive examination. A student reading for honors must also have a major rating of at least 1.0 in order to graduate. The major rating in an interdepartmental major is defined as a credit ratio of at least 1.00 on the thirty-six hours presented by the individual student to fulfill the major requirement, exclusive of courses which may be also allowed to count for other degree requirements.

6. On transfer credit accepted at Sweet Briar from a four-year college belonging to the Southern Association of Colleges and Secondary Schools, or an association of equal rank, quality points will be reckoned in the total credit ratio.

7. Any student who at the end of the first semester of her junior year has a credit ratio below 1.0 for that semester, or a cumulative credit ratio below 1.0, shall be reported by the Dean to the Executive Committee for special consideration with reference to her return to college the following fall.

8. For senior standing, a student must, at the opening of the college year, have passed 88 semester hours of work, with 88 quality points and a cumulative credit ratio of 1.0. At the beginning of the second semester the requirements are 104 semester hours, 104 quality

points, and a cumulative credit ratio of 1.0. No student who has failed to make up a condition incurred in her freshman year may have senior class standing until such condition is removed.

9. For junior standing the requirements are: in the first semester 52 semester hours and 52 quality points; in the second semester 70 semester hours and 70 quality points. No student who has an entrance condition may have junior class standing until such condition is removed.

10. For sophomore standing the requirements are: in the first semester 26 semester hours and 26 quality points; in the second semester 39 semester hours and 39 quality points.

11. A student who is notably weak in her work will be put on probation, and if her work does not improve may be requested to withdraw from college. Every student on probation will be notified by the Dean, and reported to the faculty.*

12. A student whose work is wholly unsatisfactory in the first semester of her freshman year, or who has not achieved satisfactory work after two consecutive semesters of probation, or after any three semesters of probation, will be dropped from college.

13. A student who fails to satisfy the requirements for graduation may be permitted to return to college for one semester. She must carry 12 hours of work and have a credit ratio of 1.0 for her entire course, and a major rating of 1.0, in order to obtain her degree.

14. Exceptional cases coming under 11, 12, and 13 may be referred by the Dean to the Executive Committee of the faculty.

*See section on Absence from Academic Appointments (section V, 18a).

IV—Advanced Standing and Summer Work

1. Application for advanced credit at Sweet Briar, on the basis of work pursued elsewhere, must be made to the Dean, as chairman of the Committee on Advanced Standing, and on the recommendation of the Committee, may be granted by the faculty.

2. Students wishing credit at Sweet Briar for summer school work should receive in advance the permission of the Dean and the written approval of the head of the department concerned. Only in exceptional cases will credit be otherwise granted.

3. The Dean is authorized to reject work of a grade below C, whether taken in summer school or offered for advanced standing from another institution, unless in her judgment the case is exceptional.

V—Examinations and Grades

1. All tests and examinations are given under the honor system. The student's signature to any written work is regarded as a guarantee of honest work.

2. General examinations are held twice a year. One or two days before each examination period are reserved for independent study and review. No assignments may be made for those days or for the free days within the examination period, with the following exceptions: (a) a student may make up work with faculty assistance at the student's request; (b) the ruling does not apply to examinations under the Honors Plan of Study.

3. Any change in the scheduled hour of an examination must be made through the office of the Registrar.

4. Examinations must be terminated promptly at the end of the designated time.

5. An examination is given in each course at the end of each semester, unless the department concerned decides

upon some other means of testing. Substitution of a special piece of work for a final examination must be reported to the Dean and Registrar before the posting of the examination schedule. A copy of each course examination both mid-year and final, shall be filed in the Dean's office for the information of the faculty.

6. (a) In courses which are indicated in the catalogue by semester numbers which are connected with a hyphen, grades are recorded in the Registrar's office both at mid-year and at the close of the year, but the latter represents the permanent grade for the course, unless a grade of F was given at mid-year. In that case the work of the first semester must be repeated, and only then is a permanent grade recorded for the course. If a student receives a grade of F at the end of the year, after having passed the work of the first semester, in reporting the grade the instructor should indicate whether both semesters or only the second semester must be repeated.

(b) In courses which have the semester numbers separated by a comma, the grade shall be recorded by semesters or for the year in accordance with the desire of the department concerned. If the grade is to be recorded for the year, the conditions of section (a) are to be observed.

7. In courses extending throughout the year which are intended primarily for juniors and seniors, the final examination at the end of the year should include questions bearing upon the work of the first semester in its relation to the work of the second semester. This is usually a three-hour examination.

8. If a student is prevented by illness from taking a course examination at the time scheduled, she must secure a physician's certificate and present it to the

Dean and to the instructor concerned. The instructor shall set the time for a special examination. If a student is absent from a course examination for other reasons she must forfeit the credit for the course unless she presents for such absence a reason satisfactory to the instructor and the Dean.

9. Grades are to be assigned with the following meaning: A indicates excellent work; B, very good; C+, good; C, fair, D, poor but passing; E, a condition with the privilege of re-examination; F, a failure which can be made up only by repeating the course in class. Grades above D are called credit grades. "Incomplete" indicates that required work in a course has not been completed.

10. A student who is reported "incomplete" in a course must complete the work at the time designated by the instructor. If she fails to do so her case will be referred to the Executive Committee by the instructor.

11. A condition (E) may be made up by passing a re-examination, or by other methods equally satisfactory to the instructor concerned, or by repeating the course in class. The re-examination shall be given at a time designated by the instructor. Those failing in the re-examination must repeat the course. The question of a re-examination after the grade of E given at mid-year of a continuous course is left to the discretion of the department concerned.

12. A failure (F) in an academic course may be made up only by repeating the course in class. This may be done at Sweet Briar, or at another institution, subject to the approval of the Dean and the head of the department concerned. A failure in a course in physical education must be made up by repeating the course at Sweet Briar, unless the Department of Physical Education

prescribes some other method. A student must complete a course which she has failed to pass unless permission to make a substitution is granted by the Executive Committee. When a student has twice failed a given course, the question as to whether she shall repeat the course shall be presented to the Executive Committee for consideration and decision.

13. A student who receives notice of a failure or condition should communicate promptly with the instructor of the course in which the condition or failure has occurred.

14. A student whose work is of passing grade when she withdraws from a course before the end of the semester will not be required to repeat the course. If her work is not of passing grade, decision as to whether she will be required to repeat the course is left to the Dean, the adviser, and the instructor.

15. Before the middle of each semester instructors shall furnish to the Dean reports on the achievement of students in their classes. Special blanks are provided for these reports.

16. All examinations on summer reading must be given within two weeks of the opening of college in September.

17. If an instructor fails to meet his class without previous notice, the students shall remain in the classroom for ten minutes after the second bell has rung.

18. A student is expected to attend her classes regularly and to keep her other academic appointments. Responsibility for attendance, except as noted below, rests with the student.

Exceptions:

(a) Students on probation are permitted no absences except for illness.

(b) All students whose cumulative credit ratio is less than 1.0 at the end of any semester are in the succeeding semester and until they have attained a credit ratio of 1.0 limited to as many permitted absences in each course as the number of credit hours for that course. Any absence of such students on Saturday or Monday will count as two absences. The Dean is authorized to impose this regulation on students whose work is reported as unsatisfactory at the end of the first six weeks of either semester.

(c) All freshmen are required to attend classes during their first semester in college but are permitted in each course as many absences as the number of credit hours for that course.

(d) In their second semester, freshmen who have attained a credit ratio of 1.5 on the work of the first semester have the same privilege as upper class students; if their credit ratio falls between 1.0 and 1.5, they have the same requirement for attendance as in the first semester.

19. Absences in excess of the number permitted under section 18 (b), (c) and (d) automatically place a student on probation. Any student on probation who has an unexcused absence may be asked to withdraw from college, unless she presents a reason satisfactory to the Executive Committee. An unexcused absence in this case is one for which the reason given is insufficient in the opinion of the Dean.

20. Absences permitted under section 18 (b), (c) and (d) are exclusive of absences due to illness. A student with a limited number of permitted absences, if absent from any academic appointment on account of illness, shall give to the Dean promptly a written explanation of her absence, unless her name is on the Infirmary list.

21. The Dean shall notify freshmen who have attained a credit ratio of 1.5 in their first semester's work, and students who come under the regulations of section 18 (a), (b) and (d) regarding their standing as soon as possible after the end of the rating period or semester. The Dean's office shall furnish promptly to each instructor the names of students for whom a report on attendance is expected. Instructors shall report to the Dean on the day of occurrence absences of any student on this list.

22. Any student whose work seems to be seriously affected by excessive class absences shall be reported to the Dean.

23. All work missed shall be made up promptly, and in advance of the absence if it can be anticipated. Students must take full responsibility for requesting instructors for assistance in making up work. The instructor may refuse to grant such assistance, if he sees fit. Students may, with the permission of the instructor, change from section to section in order to make up work. They may not do so in order to remove records of absence, nor to leave college early before a vacation or recess, nor to return late therefrom.

24. Students are expected to remain at college to keep all academic appointments which fall before the official time set for the beginning of a vacation or recess. They are expected to return for the official opening of college after a vacation or recess.

All excuses for absence from college after a vacation or recess must be presented to the Dean by letter or telegram before the hour set for return to college. Only illness of the student or some serious family condition will be regarded as an acceptable excuse. In case of illness, the student must present a physician's certificate

on her return. In the second case she must present a letter of full explanation from her parent or guardian. Any student whose absence is unexcused will be permitted no over-night absences from college for a period of six weeks.

25. A student who is absent more than four weeks may re-enter classes only with the permission of the Dean, and only in exceptional cases will be permitted to carry a full schedule of courses.

26. Thanksgiving Day is a holiday, but classes will be held as usual on the following Friday and Saturday. No absences from campus will be permitted which involve absence from class.

27. The Dean has the power to modify at her discretion the operation of any of these rules when the case of any student is in her opinion exceptional.

VI—Honor System*

Responsibility for maintaining the integrity of the Sweet Briar degree rests both upon the faculty and upon the students. Nothing in the operation of the Honor System shall lessen this continuing responsibility of the faculty. The successful operation of the Honor System is essential to the integrity of the degree. Responsibility for the establishment and maintenance of the Honor System rests primarily upon the students collectively and individually; and secondarily upon the faculty collectively and individually. The strength and effective working of the Honor System depends upon the clear recognition of this responsibility by both students and faculty and upon cooperation between them.

To further this cooperative enterprise, it is recommended:

*For full details of the Honor System, see the Constitution of the Student Government Association.

1. At the beginning of each course, the instructor shall make to the class a careful statement of the bearing of the honor system on the work of that course.

2. An instructor, when consulted by a student concerning suspicious work which she has observed, should guide the student to the president of the Student Government Association to discuss the case.

3. If an instructor is uncertain as to what he should do in a given case it is recommended that he consult the Dean or the President of the College.

VII—Faculty Advisers

1. Every new student is assigned to a member of the faculty who is to act as her special adviser in regard both to curricular and extra-curricular activities.

2. Second year students usually continue under the direction of their first year adviser, but, after consultation with the Dean, may select another adviser whenever desirable.

3. After a student has chosen her major field in the spring of the sophomore year, her work will be directed by her major professor.

VIII—Miscellaneous

1. A student in any department found to be deficient in English may be referred to the Department of English for special work in composition.

2. Permission to use social rooms or the Chapel for other than regularly scheduled purposes shall be secured from the Dean.

3. All applications for self-help by students are made through the Dean's office. Any member of the faculty who engages the services of a student shall report this fact to the Dean, whether or not such work be remunerative.

B—NON-ACADEMIC

I—General

1. Hazing of any kind is expressly forbidden.
2. No students may have automobiles at Sweet Briar.*

II—Absence from College

1. Every over-night absence from college must be approved by the Dean's office. No over-night absence will be permitted during the two days prior to each examination period.

2. All over-night absences shall be limited in number by classes, as follows:

(a) Freshmen are not expected to be away over-night during the first six weeks of academic work. Freshmen may not be away from college more than four nights during the first semester, or more than five nights during the second semester. Not more than two consecutive nights of absence from college are permitted, unless a freshman has a credit ratio of 1.5 or above in the work of the first semester, in which case she may be away for three nights consecutively.

(b) Sophomores may not be away from the college more than seven nights during a semester, and not more than four nights consecutively.

(c) Juniors may not be away from college more than ten nights during a semester, and not more than five nights consecutively. An absence of such length shall not be taken more than once in a semester.

(d) Seniors may have over-night absences limited by the general rule for class absences and subject to the approval of the Dean's office; but they may not be

*When a student is with her parents, the responsibility rests with them, not with the college.

*See Section III. Motoring.

away more than five nights consecutively, and that not more than once in a semester.

3. A student must secure written permission from her parents or guardian in order to attend dances at men's colleges or to stay over-night in hotels or boarding houses, except in the following cases:

(a) When a chaperon has been provided or approved by the Dean's office.

(b) When she is chaperoned by her own parents or the parents of friends.

These permissions will be required for each separated occasion unless a general permission is filed in the Dean's office covering, for an individual student, the cases mentioned above.

4. No student may at any time attend a public subscription dance.

III—Motoring

1. Students must secure from their parents or guardian written general or special permission in order to be allowed to motor with men off campus. This permission must be filed in the Dean's office.

2. Seniors may have their own cars at Sweet Briar after the close of the senior examination period. These cars must be registered with the Dean.

IV—Religious Services

In addition to the Sunday service, there are two chapel services during the week. Attendance at all religious services is voluntary.

THE MARY HELEN COCHRAN LIBRARY

The following pages are inserted with the hope of anticipating the most frequent student questions about library matters.

Since students are responsible for the observance of the rules of the library, it is important that these pages be read carefully.

One of the chief functions of the library staff is to help students find needed library material. Do not hesitate to ask them for help.

Library Hours

DAILY

8:30 a.m.—12:30 p.m.

1:30 p.m.— 5:45 p.m.

7:30 p.m.—10:00 p.m.

SUNDAY

(Student Assistant in charge)

2:30 p.m.—5:30 p.m.

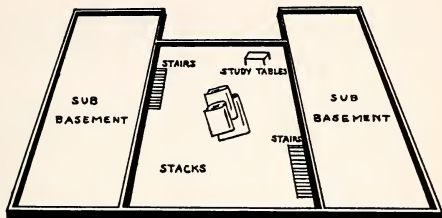
7:30 p.m.—9:30 p.m.

Hours during vacations and holidays will be posted.
The Study Gallery may be used for study until 1:00 a.m.

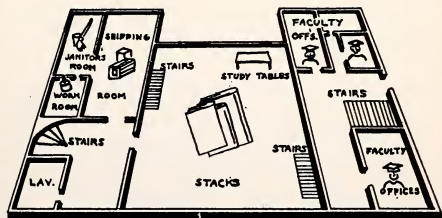
Book Collection

The Mary Helen Cochran Library has in its collection over 60,000 volumes. The majority of these are shelved in the book stacks, but a certain number are shelved elsewhere in the library. Become familiar with the arrangement of the collection by consulting the accompanying plan of the various rooms of the building.

READING ROOM. This is the main room and on its bookshelves are the Reference Books most frequently needed (dictionaries, encyclopedias, biographical dictionaries, atlases, etc.). Reserve Books, that is, books



LOWER STACKS



UPPER STACKS

designated by members of the faculty for required reading, are also shelved in the Reading Room. At night they may be borrowed at 9:30 and must be returned by 8:30 the next morning.

BIOGRAPHICAL ALCOVE. Here are found bibliographies on almost every subject as well as the Reader's Guide and other periodical indexes and The Book Review Digest.

MUSIC ROOM. This special collection contains nearly 1500 books about music. They may be borrowed for over-night loan only.

ART ROOM. This room contains about 1800 books on the various aspects of art. They may be borrowed for over-night loan only.

BROWSING ROOM. This is an attractively furnished room which has over 1000 books—old titles and new. These books must be read in the room itself and do not circulate. They are arranged by broad subjects—fiction, poetry, essays, plays, travel, etc. Available for consultation in a loose-leaf notebook is a list of these books by class.

PERIODICAL ROOM. The currently received periodicals number about 360. A list of these is posted on the bulletin board. The back issues of these periodicals are bound and shelved separately in the lower stacks on the east side (see accompanying plan). Periodicals may not be borrowed, but must be read in the Periodical Room, or if bound, in the stacks. Daily newspapers are also kept in this room.

UPPER HALL. Some music books are shelved here as are also books belonging to the Carry Nature Sanctu-

ary (a collection of books about nature and wildlife) and the books belonging to the International Relations Club.

The Book Stacks

There are two floors of book stacks in the library, the upper and lower stacks. In the upper stacks, all books with call numbers beginning with 8 (Literature) and 9 (History) are shelved. Books of Biography (92 and 920) are included with History and are shelved in the upper stacks at the south end. In the lower stack are found books with call numbers beginning with the following numerals:

0 General works	Bibliography
1 Philosophy	Psychology
2 Religion	
3 Social sciences	Sociology
4 Languages	
5 Sciences	
6 Applied sciences	
7 Recreation	Theatre (Art books are shelved in Art Room; Music books in Music Room)

Practice will help you to find the books you want under one of the above 10 sections. If you want to consult a book in the stacks do so at one of the tables. When finished, *do not* put it back on the shelves, but return it to the book shelf by the door. *What is the card*

catalogue? It is an alphabetical index to the books in the library and may be used in the same way as a dictionary or an index to a book. Each book owned by the library is entered on a card under its author's name. This card is filed in its alphabetical place in the card catalogue. A card is also made for a book's title. In addition there are other cards denoting the subject of the book. The term chosen to express the subject or subjects of the book is called the subject heading and it is typed in red.

At intervals through the catalogue there are *guide* cards which stand up higher than the other cards. These cards have significant headings on them and help you to know where to begin looking in a drawer.

How to find a book

The only place to find out whether the library has a certain book is in the card catalogue. Look under the author's name if it is known to you. If you do not know the author's name, but do know the title, look under that in its alphabetical place. Perhaps you do not know any exact book, but in general want to know what books the library has, let us say, on birds. In this case look under this heading. When you find the book that you want, jot down from the card its call number (upper left hand corner) and then go to the stacks. It is by the call number that books are found on the shelves in the stacks. The top number denotes the subject to which the book belongs and the second line stands for the author's name. Both lines are necessary when looking for books in the stacks.

Books are arranged in the stack book shelves from left to right on each shelf, first by subject, then by author and title.

How May a Book Be Borrowed?

After finding the book you want in the stacks (if you do not find it, ask the assistant at the Circulation Desk for help) take it to the desk in the lobby. (see accompanying plan). All books wanted for "outside use" must be charged at the Circulation Desk. Sign your name on the two cards in the pocket at the back of the book, stamp each with the date that the book is due (use yellow date pencil) and also on the date due slip in the back of the book. This procedure must be followed to insure a proper record that you have the book and also to remind you to bring it back by the time it is due, thus avoiding a fine. When you have finished reading the book return it to the desk so that it will be available for another reader.

Other Library Material that May Help You

There are many things that you will want to know about the use of library material besides the ability to find a book in the stacks.

For example, perhaps you want to locate an article in a magazine that you read about two or three years ago. You remember that it was about sulfa drugs, but you do not remember the author, though you think it was in the *Reader's Digest*. the Periodical Indexes (shelved in the Bibliographical Alcove—see accompanying plan) will help you to locate the article.

Perhaps you may want to find out the author of the quotation "A little learning is a dangerous thing . . .". A dictionary of quotations will help you answer this. During your college course there will be many times that you will want to find answers to questions. If you know how to use books, answers are easily found. Watch the exhibits on the lobby table and make yourself familiar with as many of these books as possible. If you cannot find what you want, ask the assistant at the desk for help.

Regulations and Privileges

Certain rules are necessary in a library in order to protect the majority from the thoughtless actions of a few.

A copy of *Library Regulations and Privileges* will be given to each newcomer during Orientation Week. A digest of some of these rules is listed below. Please read this carefully as well as the complete copy when later received. The Student Government has approved these rules and the student is held personally responsible for their observance.

General Conduct

Quiet in the library must be maintained at all times.

The person who signs the book cards is responsible for the safe and prompt return of all books issued to her.

Stack books may be borrowed for 14 days, New Shelf books for 7 days; Reserve Books, Art Books and Music Books for overnight loan only. Browsing Room

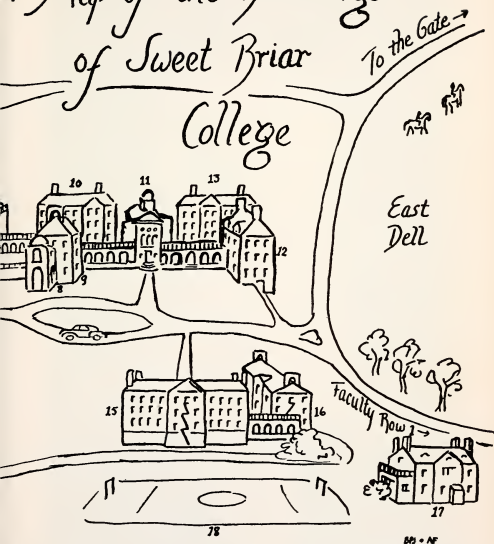
books, Reference books, and bound periodicals do not circulate.

Fines are charged for the non-observance of the above rules and if not paid within 24 hours library privileges are suspended.

Personal belongings must not be kept in the library.

Ink must not be used at the catalogue or when using reference books. Ink bottles must be kept in the cloak-room.

A Map of the Buildings of Sweet Briar College



- | | |
|---------------|-------------------------|
| 11. Refectory | 16. Grammer |
| 12. Randolph | 17. Infirmary |
| 13. Manson | 18. Hockey Field |
| 14. Gymnasium | 19. Tennis Courts |
| 15. Reid | 20. Proposed Auditorium |



JOANNE MORGAN
President of Y.W.C.A.

Y. W. C. A.

Officers For 1944-45

<i>President</i>	JOANNE MORGAN
<i>Vice-President</i>	MARY HERBERT
<i>Secretary</i>	FRANCES BICKERS
<i>Treasurer</i>	BETSY GURLEY

COMMITTEES

Orientation	Elizabeth Zulich
Chapel	Martha Holton
Collection	Mary Jane Lively
Business Organization	Eleanor Crumrine
The Indian Mission	Judith Scott

Activities for hildren:

Head of Sweet Briar ChildrenSusan Buchanan

Head of Coolwell School

RecreationEleanor Myers

Sunday SchoolAlice Joseph

Activities for Colored Children:

Head of Clifford SchoolBeverley Randolph

Head of Coolwell SchoolMary Haskins

Head of Union Hill SchoolBetty Grayson

Amherst HealthMary Kathryn Frye

THE YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF SWEET BRIAR COLLEGE

The Sweet Briar Y. W. C. A. strives to overcome any indifference, ignorance and confusion of students in regard to the relevancy of the Christian faith in modern life. And we join in the national purpose "to unite in the desire to realize full and creative life through a growing knowledge of God, . . . to have a part in making this life possible for all people"; . . . and in this task "to understand Jesus and follow Him."

THE ASSOCIATION AT WORK

Membership

All members of the student body are members of the Y. W. C. A. All members of the Cabinet (officers, chairmen of standing committees, and freshman representative) are chosen from the members of the Association.

Orientation Committee

One of the first organizations with which the new students come in contact is the Orientation Committee. The head of this committee appoints for each new student a Student Associate who aids the student in becoming acquainted with Sweet Briar life. Each member of the Orientation Committee is responsible for welcoming and aiding a particular group of new students, and also acts as a coordinating agent between the Student Government Association and the new students. Throughout the year the committee, by means of parties, picnics, and informal groups, endeavors to make each new student feel thoroughly at home.

Chapel Committee

The Chapel Committee assists at the bi-weekly chapel services. The head of the Chapel Committee serves as a

member of the church committee, and appoints seniors regularly to take up the Sunday collection. She also makes arrangements for the evening chapel services conducted by the Y.W.C.A., and functions on the Church and Chapel Committee of the college.

Collection Committee

All during the year this committee takes charge of collecting old clothes from the students in the college. These clothes are distributed to institutions and to families who have been found to need aid of this sort. At Thanksgiving and Christmas time, the Collection Committee provides and delivers baskets of food to families whose names have been obtained from the county charitable organizations. The chairman of this committee is a member of the Church and Chapel Committee.

Business Organization Committee

This committee arranges for the sale of five-cent candy in the dormitories. The proceeds of these sales are used at the discretion of the Y.W.C.A. Cabinet.

The Indian Mission

The work of this committee is of great importance. The Indian Mission is a mountain settlement of several hundred people of mixed races and almost unbelievably few opportunities. Weekly visits are made to the mission school for the purpose of entertaining the children and giving them some elementary instruction in handicraft. Three or four parties are given for them during the year, and on Thanksgiving eve an entertainment takes place which includes both the children and the older people of the community. This function includes

plays, square dances, and a sale of food, the proceeds of which are used for charitable work in this community.

For the past several years, the Y.W.C.A. has served lunches to the children for 2c a day.

Committees on Activities for Colored Children

Through cooperation with the county school board, Sweet Briar girls provide constructive entertainment and handicraft work for the colored children by weekly visits to their schools at Coolwell, Clifford and Union Hill. In addition to this every effort is made to increase the schools' limited supply of pencils, paper, clothes and traveling libraries. At Christmas, Thanksgiving, Easter and Valentine's Day parties are given and special entertainment arranged.

The colored children from the two schools give a special entertainment at college every year the first part of May.

Amherst County Health Representative

The Amherst County Health Representative is chosen by the Advisory Council of the college to be the Sweet Briar representative on the Amherst County Health Committee that meets in Amherst the first Tuesday of every month. The purpose of this committee is to study and improve public health in Amherst County. It sponsors several clinics during the year—among them are the dental and tuberculosis clinics.

Evening Services of Music and Prayer

On alternating Wednesday evenings, throughout the year evening chapel services of music and prayer are

held under the auspices of the Y. W. C. A. These services are conducted by members of the Y. W. C. A. Cabinet and seem to answer a definite student need.

Religious Discussions

Each spring or fall the Y. W. C. A. invites an outside speaker to hold a series of religious talks and discussions. This person usually spends several days on campus and, in addition to frequent discussion periods at the end of his talks, he is available for individual conferences. These interviews prove interesting and beneficial to those girls who avail themselves of the opportunity.

Candlelight Hour

For several years the students have gathered by candlelight on the Sunday afternoon before Christmas vacation to hear stories of Christmas in other countries told by members of the community and to sing carols.



Yew
are

cordially
invited to
the Y.W.C.A.
barn dance
on your first
Saturday
night





JEAN MOORES
President of Athletic Association

OFFICERS OF THE ATHLETIC ASSOCIATION

<i>President</i>	JEAN MOORES
<i>Vice-President</i>	SARAH TEMPLE
<i>Secretary</i>	JEAN CARTER
<i>Treasurer</i>	NANCY WAITE

HEADS OF SPORTS

Hockey	{ Isabel Gaylord Doreen Brugger
Basketball	Alice Edwards
Lake	{ Ann Carter Walker Martha Holton
Riding	Audrey Betts
Tennis	Alice Nicolson
Dancing	Betty Gray
Cabin	Grace Schoenheit
Lacrosse	Mary Lib Vick
Archery	
Baseball	Ellen Robbins

THE ATHLETIC ASSOCIATION

Life at Sweet Briar is essentially an outdoor life. Because of this, students take advantage of the splendid opportunities offered for sports of almost every kind. Every student becomes a member of the association on the payment of the Student Activities fee, and is then entitled to the use of all athletic property, such as tennis courts, hockey fields, boats, and canoes. All sports, whether organized or informal, are under the control of the Athletic Association and the Department of Hygiene and Physical Education. In order to recognize good work, awards are given by the point system, consisting of college seals, sweaters, and blazers.

Eligibility

1. All members of the Athletic Association, if physically qualified in the judgment of the physician, may join any sport, provided they agree to the rules of the sport.

2. A student may represent that class of which she is a member, on teams; membership is to be determined by her credits in the Registrar's office. Exceptions to this rule may be made by the Dean and the Director of Physical Education, in consultation.

3. Only members of the Association who have a credit ratio of 1.0 for the preceding years and who have maintained a credit ratio of 1.2 in the previous years may be elected an officer of the Association.

Class Championship

The class winning the highest number of points in sports each year shall have its numerals placed on a permanent record to be hung in the gymnasium. The points are a cumulation of the results of all the class team games in each sport.

ATHLETIC POINT SYSTEM**Points Awarded to Individuals**

A student who has received 1,000 points, and who, in the opinion of the Athletic Association Executive Committee, has shown interest beyond her required work, shall be awarded a small Sweet Briar Seal.

A student who has received 2,500 points and who has shown interest in at least two activities beyond her required work, shall be awarded a Sweet Briar sweater.

A blazer is the highest award of the Sweet Briar Athletic Association. It shall be awarded by unanimous vote of the Executive Committee, and not earlier than the spring of the Junior year, to students who fulfill the following requirements:

1. A student must have at least 4,000 points.
2. A student must show qualities of leadership which assist the Athletic Association and inspire other students in their participation.
3. A student must show unquestionable sportsmanship and loyalty at all times.

In very exceptional cases the Athletic Association may award a blazer to a student in May of her senior year, who—although she has not quite fulfilled the minimum number of points—has shown to a marked degree the other qualifications for the blazer.

If a student transferring from another college fulfills these requirements but lacks the number of points for a blazer, a record of her athletic activities for her college years previous to her entrance to Sweet Briar shall be obtained from that college, and points computed according to the point system of the Sweet Briar Athletic Association.

Officers

President	400
Vice-President	300
Secretary	300
Treasurer	350
Head of Basketball	300
Head of Hockey	300
Head of Dancing	300
Head of Lake	300
Head of Riding	300
Head of Cabin	300
Head of Tennis	300
Head of Archery	200
Head of Lacrosse	200
Head of Badminton	200
Head of Baseball	200
Manager of Sport	100
Assistant Head of Activity	150
Team Captain	60
Co-head of sports, same number of points as head.	
Riding Leaders (if they acquire the mean number of points while acting as a leader) a season	100
Cabin Leaders (if they acquire the maximum num- ber of points while acting as a leader) a semester	50
Members of the Swimming Council:	
First Semester	40
Second Semester	60
Student Coach.....	80
(each semester)	

Qualified Official in a Sport

B Rating	60
C Rating	30

MAJOR SPORTS**Hockey and Basketball Teams**

Team Number	Points
Varsity	400
Sub-Varsity	340
Interclass	200
Sub-Interclass	140
First Squad	125
Second Squad	95
Dormitory Squad (not member of any other team)	75
Third Squad	60
Fourth Squad	45
Fifth Squad	30
Sixth Squad	25
Seventh Squad	20
Eighth Squad	15
Ninth Squad	12
Tenth Squad	10
Eleventh Squad	8
Twelfth Squad	5
Thirteenth Squad	3

(A squad shall consist of at least 14 persons in hockey and of at least 8 persons in basketball.)

(Points are awarded only for the highest team an individual makes.)

Lake

Class Team	100
Sub-Class Team (in case a member of the team is unable to enter)	60
Entering an event (Sacrificed if member of class team)	20
Any first place	75
Any second place	50
Any third place	25

Novelty Events—

Any first place	45
Any second place	30
Any third place	15
Passing senior life-saving test	50
Passing senior examiner's test	100
(Not to be given for renewing the emblem.)	
440-yard swim (credit only once a year)	40
Breaking an intercollegiate record	2,000
Breaking a Sweet Briar record	400

(Full points are awarded each member of a team breaking a record. In case of any team winning a place in an event all points are awarded to each individual on that team.)

No points will be given in Lake in excess of 400 points a year, excluding points given for the breaking of a Sweet Briar record or for being head or assistant head of the sport. No girl shall hold her place on a class team if absent on Lake Day without the permission of the Director of Physical Education, the Team Captain and the Head of Lake.

MINOR SPORTS

Archery

Breaking a Sweet Briar record (in tournament)	400
(in practice)	200
First place	200
Second place	140
Third place	90
Place on college team	150
Place on class team	100
Entering tournament (sacrificed if member of class team)	20

Points in archery are cumulative.

Baseball

Member of team playing organized game (each game)	25
(Not to exceed 100 points)	

Lacrosse

Varsity	200
Sub-Varsity	150
Interclass	140
Sub-Interclass	125
First Class	100
Second Class	50

(Points are awarded only for the highest team an individual makes.)

Dancing

	<i>Fall</i>	<i>Winter</i>	<i>Spring</i>
Member of Choreography	250	250	100
*Member of Dance Group and Tanz Zirkel	150	150	75
Participation in weekly optional dance classes	20	20	20
Not a member of a group but participant in recital		50	

Cabin

Cabin activities and organized hiking a semester 80-150

*No points will be given in dancing unless the student has participated beyond the requirement in physical education. Specific requirements for the point system shall be drawn up by the Dance group each fall and submitted to the Athletic Association Executive Committee.

Riding

Riding, a season	80-150
Riding three times beyond required work each week throughout a season	150
Riding twice beyond required work a week throughout the season	100
Riding up to once beyond the required work each week	60
"A" class riders who have secured their minimum number of points a season	75
"B" class riders who have secured their minimum number of oints a season	20
Entering Amherst Fair or Sweet Briar Horse Show (20 points given for passing the "B" test).	20
Horsemanship, Amherst Fair or Sweet Briar Horse Show—	
First place	100
Second place	60
Third place	40
Novelty Class—	
First place	60
Second place	40
Third place	20

(Girls winning these points may use them toward their semester riding points, but no credit shall be given for less than 80 points a semester.)

Tennis

Winner of open tournament	400
Winner of Freshman tournament	100
Winner of College Ladder (each season)	150
Place on College Ladder (each season)	50
Place on class team	100
Entering tournament (sacrificed if member of College Ladder)	20
Place on College Tennis Team	250

Badminton

Entering tournament	20
Winner of tournament	100
Place on Class team	50

Points are not cumulative. No points will be given in Tennis in excess of 400 points a semester. There shall be no limit to the number of persons on the College Ladder, but members of the ladder must play the regulation number of matches as posted by the Head of Tennis each year, in order to remain on the ladder.

POINTS AWARDED TO CLASSES IN COMPETITION**Competition for Class Championship**

TEAM	1st Place	2d Place	3d Place
Basketball	100	50	30
Hockey	100	50	30
Lake Day	100	50	30
Archery	40	25	10
Tennis	40	25	10
Lacrosse	40	25	10

Class Competition in Team Sports

TEAM	1st Place	2d Place	3d Place
First	150	100	50
Second	38	23	8
Third	23	15	5
Fourth	15	9	3
Fifth	8	6	2
Sixth	6	3	1
Seventh	4	2	
Eighth	1		

CABIN

The Head of Cabin with the Assistant Head of Cabin and a representative of the Department of Physical

Education shall formally appoint, at the beginning of each semester, a group of students who shall be called Cabin Leaders. It shall be their duty to make, interpret, and enforce the rules for hiking and for the use of the cabin, subject to the laws of the Student Government Association and the Athletic Association, to punish offenders, and to further the interests of hiking and the Cabin at Sweet Briar.

A Cabin Leader must accompany all parties hiking for points. If a cabin leader cannot be found, a substitute may be appointed by the Head of Cabin or by the President of the Association.

CABIN RULES

The Cabin may be used at any time in accordance with the terms of the Athletic Association. See the A. A. Bulletin Board for detailed rules. The Cabin Calendar will indicate an "open" or "closed" cabin.

Groups Who May Use the Cabin

The Cabin is open to all Sweet Briar students and members of the faculty and staff.

For maintenance and supplies each person will be charged 25 cents per night.

Students may go to and from the Cabin alone except after dark, when they must be accompanied by a member of the faculty or staff or a person approved by the Dean's Office or the Department of Physical Education. See Emergencies on the A. A. Board. See the regular Student Government rules for signing out. A night at the Cabin will not count as a night off campus. A campused person may not use the Cabin. All groups using the Cabin must have an approved Cabin Leader in the party. (This is to insure proper use of the Cabin itself.)

Overnight Groups

Overnight groups must be accompanied by a Cabin Leader and a member of the faculty or staff or an older person approved by the Dean's Office or the Physical Education Department.

Maximum number, 8; minimum, 4.

Girls With Dates

Girls with dates may use the Cabin in the day time when Open House is announced on the College Calendar; and for picnic lunches and suppers when accompanied by a Cabin Leader and provided they return to campus before dark.

No one is to drive beyond the green gate.

No one is to smoke in the woods or in the bunk room.

HORSEBACK RIDING

No student may go riding until a written permission from parent or guardian is filed in the office of the Department of Physical Education. No student may ride alone off campus. No student may jump unless approved for jumping by the Riding Council and unless a qualified person is in charge.

There shall be a Riding Council presided over by the Head of Riding and consisting of the Riding Leaders, "A" Riders, and a representative of the Department of Physical Education. It shall be their duty to make, interpret, and enforce the rules for riding, subject to the laws of the Student Government Association and the Athletic Association, to punish offenders, and to further the interests of riding at Sweet Briar.

All students at Sweet Briar are to be divided into the following classes:

Jumping Leaders: Students who are formally appointed at the beginning of each college year by the Head of Rid-

ing, and who may supervise students who have been approved for jumping, or jump themselves when accompanied by another person.

Riding Leaders: Students who are formally appointed at the beginning of each college year by the Head of Riding, and who may take "B" or "C" riders on or off campus, or ride alone on campus.

"A" Riders: Students who have been approved by the Riding Council, and who may ride alone on campus or who, with the permission of the instructor of Riding or the Head of Riding, may take "B" or "C" riders on or off campus.

"B" Riders: Students who have passed a definite riding test and who may ride in groups of three without a riding leader off campus, or alone on campus. "B" Class Riders may not act as riding leaders for "C" class riders.

"C" Riders: All girls who have not passed the riding test, and who may not ride without a riding leader.

SWIMMING AND BOATING

No student may swim until a written permission from her parent or guardian is filed in the office of the Department of Physical Education. No student may swim unless accompanied by the authorized proctor and at specified times.

There shall be a swimming Council, formally appointed at the beginning of each college year, presided over by the Head of Lake, and consisting of a representative of the Department of Physical Education and the life guards appointed by the Head of Lake. It shall be their duty to make, interpret, and enforce the rules for swimming and boating, subject to the laws of the Student Government Association and the Athletic Association; to punish offenders, and to further the interests of swimming at Sweet Briar.

No student may use the boats until she has passed the swimming test at Sweet Briar, unless she is accompanied by a member of the swimming council or a holder of the Red Cross Senior Life Saving Emblem or the Intercamp Life Saving Emblem.

No student may take out a canoe until she has passed the canoe test. No student may go on the Lake in a canoe unless she has passed the swimming test and is accompanied by one who has passed the canoe test.

All members of the Association and their guests may use the Boat House in accordance with the Lake Regulations posted each year on the Athletic Association Bulletin Board.

NOTE: A college rule prevents dates from using the Lake for swimming.

DANCING

There shall be three Dance Groups namely: Choreography, Dance Group and Tanz Zirkel.

Tanz Zirkel is mainly for freshmen who during the fall and winter have shown interest as well as talent in dancing. Dance Group and Choreography are the upperclassmen dance groups.

Participation shall be on an optional basis. However, if a member does not show sufficient interest she will be asked to resign.

Members in these dance groups and especially members of Choreography are responsible for promoting interest in dancing at Sweet Briar.

Optional dance classes will be scheduled according to demand. Students will be advanced from the optional groups to Tanz Zirkel and from Tanz Zirkel into Dance Group. From there students may enter the most advanced group. Choreography, upon recommendation from the Head of Dancing with the advice of the Dance Instructor.

STUDENT ELECTIONS

The following general plan of elections has been adopted by the student body:

Section 1. That there be provision for a democratic system of making nominations by means of a petition to nominate, by nominations from the floor, by election of nominating committee or by some other means.

Section 2. That nominating committees of Student Government, of Y. W. C. A., of Paint and Patches, of the Athletic Association, and of the Board of Control of the *Sweet Briar News*, meet during the first week of the second semester, and make nominations. That after acceptance by the Dean and the Registrar, the names be posted for the period of one week, that a ballot be prepared for the main officers of Student Government, Y. W. C. A., Athletic Association, and the Board of Control of the *Sweet Briar News*, with special ballot for Paint and Patches, Senior Class President, and that these be voted on the day following the election of the Student Government President.



BETTY ZULICH
Head of Orientation

LYNN DILLARD
V.-Pres. Student Government

ADELINE JONES
House Pres. of Grammer

MARJORIE CHRISTIAN
House Pres. of Reid



BETTY HEALY
Chm'n of Social Committee

ELLEN GILLIAM
Head of War Service

ELINOR CLEMENT
House Pres. of Randolph

ANN BOWER
Editor *Sweet Briar News*

COLLEGE PUBLICATIONS

The Board of Publications

Chairman, ALICE NICOLSON

The Board of Publications acts as an advisory body to the four college publications in all matters of finance and of policy. It has control of the joint reserve fund of these publications, and it elects the editor and the business manager of the *Sweet Briar News* and of the *Handbook*.

The Board is composed of the undergraduate active and retired editors and business managers of the four college publications, the faculty advisors to these publications, the faculty advisor to the Board, and the president of the student government association. The chairman and the secretary-treasurer of the Board are elected from among its student members.

The Briar Patch

Editor-in-Chief, JESSIE STRICKLAND

Business Manager, EDEN TAYLOR

The *Briar Patch*, the Sweet Briar annual, is published every spring. A project of the junior class, it forms an interesting part of extra-curricular activity during the junior year. Each year the staff tries to give in the pages of the *Briar Patch* a picture of school life during the year that will serve as a permanent record and reminder for the years when school days are over.

The Sweet Briar News

Editor-in-Chief, ANN BOWER

Business Manager, VIRGINIA BERRIER

The *Sweet Briar News* is the weekly newspaper published by the students. It aims to give the students, faculty, and community reports of all the news which will be of interest to them. All students and especially Freshmen, whether they have had experience on school newspapers or not, are urged to try out for a position on the staff.

The Brambler

Editor-in-Chief, LEILA FELLNER

Business Manager, KATHERINE AGEE

The *Brambler* is the college literary magazine, issued not less than five times a year. It consists of voluntary contributions of short stories, formal essays, plays, poems, and book reviews. Members of all four classes are invited to contribute articles for publication in competition for a place on the staff.

The Handbook

Editor-in-Chief, FRANCES ESTES

Business Manager, ALICE NICOLSON

The HANDBOOK is published every fall and a copy is sent to each freshman to introduce her to Sweet Briar. The upper classmen receive theirs upon their return to college. The HANDBOOK contains an outline of the structure upon which Sweet Briar life is built, forming an important source of reference throughout the year.

CLUBS**Tau Phi**

President, ELLEN GILLIAM

Tau Phi, Sweet Briar's upperclass honorary society, is composed of a limited number of Juniors and Seniors, who by their attitude and effort have manifested an especial interest in furthering the ideals and traditions of Sweet Briar. The purpose of Tau Phi is to cooperate in student and community activities and to stimulate an interest in general culture.

Q. V.

Q. V. is an honorary society composed solely of Sophomores. The members are chosen by the organization of the preceding year. The aim of the group is to perpetuate the cohesiveness and initiative of the class founded in the freshman year. Q. V. can function effectively only if the identity of the members is withheld during their sophomore year. Their names are announced at step singing in the spring.

Paint and Patches

President, ANNA MARY CHIDESTER

Paint and Patches, the Sweet Briar Dramatic Club, was organized for the purpose of creating and developing an active interest in all branches of drama, and to promote a deeper knowledge of the technique of dramatic art.

Eligibility for membership in Paint and Patches is determined by a system of grading which evaluates the work of all candidates. The many departments of the club—scenery, acting, make up, costumes, properties, lights—provide opportunity for those interested in various branches of the theatre to become members.

Choir

President, MARY KATHERINE FRYE

The choir is a very active group at Sweet Briar. The members are about thirty-five in number and are selected from among the best voices in the college. The members of the Choir have an opportunity to become acquainted with a wide range of sacred music, notable examples of which are a cappella singing, Anglican chants, and Plain song. Election to the Choir is considered a distinct honor.

A great deal of the beauty of the Sweet Briar Church service is due to the well trained Choir, which is vested and sings at every Sunday service. The Choir renders suitable musical programs at Christmas, Easter and on other special occasions.

Chapel Choir

The Chapel Choir is a voluntary group of about 30 girls which sings regularly throughout the year for the week-day chapel services. The only requirement for membership is interest and willingness to give the time. The group was formed for those who are not in the Glee Club or the Choir. The aim of the Chapel Choir is not only to perform a service to the community, but also to give these girls who like to sing an opportunity to practice and a chance for future Glee Club membership.

Glee Club

President, SUSAN BUCHANAN

The Glee Club offers instruction in group singing and an acquaintance with choral music to all students whose talent and enthusiasm make them eligible for membership. Individual try-outs in the fall limit the number

of members. Weekly meetings throughout the year prove of great value in both individual training and in appreciation of choral singing. The year's work is culminated by joint concerts with outside glee clubs.

International Relations Club

President, ANN CARTER WALKER

The International Relations Club was founded under the auspices and with the assistance of the Carnegie Endowment of International Peace. The club is composed of students who, by passing a test given in the fall, show an interest in international relations. From time to time, in order to stimulate a more general interest in world problems, the club brings to Sweet Briar speakers on international affairs and sponsors different programs.

Le Cercle Francais

President, ANTOINETTE LE BRIS

Membership in Le Cercle Français is limited. New members are elected from a list of applications to fill vacancies.

The purpose of the programs presented at each meeting of Le Cercle Français is the increasing of interest in French culture, especially that of modern France along other than academic lines.

The English Club

President, MARY SYMES

All juniors and seniors who are majoring in English are eligible for membership in the English Club. The purpose of the club is to afford an opportunity to those who wish it, and have chosen this subject, for the study

and enjoyment of English literature beyond the limitations of the classroom. At the club meetings, held regularly every month, two books of recent publication—novels, drama, poetry, biography, or history—are reviewed, followed by an open discussion.

Der Deutsche Verein

President, ALICE GEARHART

Der Deutsche Verein is a social organization which endeavors to supplement class room work with studies of the German language and people. Membership is open to the students in the German Department who are interested in obtaining a wider and more sympathetic understanding of German. Special emphasis is laid on the culture, history, literature, and current problems.

El Club Espanol

El Club Espanol is composed of those students in the Spanish Department who have had at least one semester of Spanish and who are particularly interested in Spanish. At the monthly meetings members of the club give talks or lead discussions on all phases of Spanish and Latin American culture. El Club Espanol is affiliated with the Washington Chapter of El Instituto de las Espanas. El Ateneo is a small honorary group within the club.

The Camera Club

President, JULIA MILLS

The Camera Club is open to all members of the student body and college community who are interested in photography. The main purposes of the club are: to promote interest in good photography; to enable the members to

improve themselves in this art; and to take advantages of the facilities offered by the college laboratories. At monthly meetings, discussions and lectures are held on the art of photography, particularly concerning the developing and printing of pictures. At the end of the year a contest is conducted and prizes are awarded for the best pictures.

The Music Club

The main aim of the Music Club is to stimulate initiative and confidence on the part of the student in public performance. Each member must contribute at least once a semester by playing, singing, or otherwise entering into the program. The membership is limited to 25 students. Anyone interested in music is eligible to belong. The basis of acceptance lies in the interest and capacity of the student.

Religious Life and Services

Sweet Briar College is non-sectarian, but it endeavors to give a place of prime importance to the Christian religion, and to facilitate the cultivation of spiritual living.

Among aids to the religious life are Sunday services, chapel services, Lenten services, other special services and round-table discussions. All services are held in the chapel. Most of these are arranged by the Church and Chapel Committee, a group elected from students, faculty, and community members to administer the affairs of the congregation. There are student representatives from each class and a liaison officer with the Y. W. C. A., under whose auspices some of the services are held.

**AMERICAN ASSOCIATION OF
UNIVERSITY WOMEN**

The Sweet Briar Branch of the American Association of University Women is an organization of interest to the students as well as to the faculty at Sweet Briar College. Students upon graduation from Sweet Briar are eligible to membership in this national organization of college and university women, first organized in 1882 and since affiliated with the International Federation of University Women.

Those who belong to the various branches scattered over the country are united in the common aims of promoting higher education for women and of encouraging friendship and helpfulness among educated women the world over. Most of the branches maintain study groups and units in various forms of social and educational service in their communities.

Membership in the Association makes one a non-resident member of the National A. A. U. W. Club in Washington, with the privileges of the club house and also a member of the International Federation of University Women, with guest privileges at the European club houses in London, Brussels, Paris, Rome, and Florence. The A. A. U. W., through its branches and state federations, awards over \$80,000 in fellowships, scholarships, and loans to graduate and undergraduate students.

The national A. A. U. W. already awards several fellowships to graduate women for further research and study in this country or abroad, and an endowment fund is now being raised to establish additional fellowships. Of the Sweet Briar faculty Dr. Dora Neill Raymond and Dr. Eugenie M. Morenus have held such fellowships.

OFFICE HOURS**THE SWEET BRIAR COLLEGE INFIRMARY**

8:00 to 8:30 a.m.—Week Days.

9:00 to 12:00 noon—Tuesdays, Thursdays and Saturdays.

3:00 to 5:30 p.m.—Mondays, Wednesdays, and Fridays.

7:00 to 7:30 p.m.—Tuesdays and Thursdays.

9:00 to 9:30 a.m., 5:45 to 6:15 p.m.—Sundays and Holidays.

Special treatments (such as vaccines) on Mondays and Fridays 3:00 to 5:30 p.m.

In case of accident or sudden illness, report as soon as possible, day or night. Any student developing a sudden skin eruption, will come at once to the infirmary.

No visiting of patients is allowed at the Infirmary except with special permission of the physician.

Patients waiting to see the physician are asked to refrain from loud talking or noise.

THE ASSISTANT TO THE DEAN

Monday, Wednesday, Thursday and Friday

9:00 a.m. to 12:15 p.m.

2:00 p.m. to 4:30 p.m.

Saturday

9:00 a.m. to 12:15 p.m.

Evenings

Tuesday and Thursday

7:00 p.m. to 7:30 p.m.

in Grammer Hall

GENERAL INFORMATION

Mails: The Post Office is located in the Book Shop Building. The usual Post Office services are afforded here, mail being addressed Sweet Briar College, Sweet Briar, Virginia. Mail is delivered daily including Sunday at the Post Office except for specials, which are posted in Gray and in the Post Office and delivered at the Information Office.

Telegrams: Telegrams are sent directly to Sweet Briar College. Money sent by wire can be received only at Lynchburg.

Telephones: There are telephones on each floor of the dormitories where incoming messages are received and outgoing messages can be sent. After 11:00 p.m. no telephone calls, either incoming or outgoing, can be put through except for some emergency. There is a service charge of five cents (5c) on each outgoing message. All telephone bills must be paid each Monday morning at the Treasurer's Office.

Transportation: Busses meet all trains. The charge between the station and the college is fifteen cents (15c) or twenty-five cents (25c) round trip. Tickets for such transportation may be secured in the Information Office.

Students' Bookshop: The Students' Bookshop carries the general stock of a book store and some additional novelties. Students are required to deposit twenty-five dollars (\$25) to cover charge accounts. At the end of the year any unused balance is refunded.

Furniture: Students' rooms are furnished with beds, chiffoniers, tables, bookcases, chairs, rugs, one pair of double blankets and a pillow. Each student should provide herself with her own towels, sheets, pillow-

cases, and extra blankets. Couch covers, curtains, desk lamps, easy chairs, etc., are usually obtained from the Lynchburg stores.

Electrical Appliances: No electrical appliances, except dryers and heating pads may be used in the room. Other appliances are subject to confiscation by the Department of Buildings and Grounds. An electrical iron and an ironing board are installed in each hall, also one electric plate for heating water in emergency. Each room may have a total of three hundred watts.

Laundry: Each article must be marked with name tapes. Laundry slips may be purchased in the Treasurer's Office; handkerchief bags in the Information Office. Laundry goes out at 7:30 a.m. on Tuesday from Reid and Grammer; on Friday from Manson and Randolph, and on Monday from Gray and Carson.

Alumnae Association: The Alumnae office is located in Fletcher. Sweet Briar china and glass are on sale there.

Blackouts: The campus is organized for the purpose of practice blackouts.

Be sure to Bring your ration books to school.

Lost and Found: This department is located in the Information Office.

Visitors: There are message slips in each dormitory for the convenience of visitors when girls cannot be located.

Trunks: Trunks should be checked to Sweet Briar, **not Lynchburg**. Trunk checks should be left with the bus driver upon arrival at Sweet Briar Station. The charge for delivery is fifty cents (50c).

Gymnasium: Regulation uniforms are used in the gymnastic drills and basketball practice, which each student is required to attend unless excused by the physician.

Riding: Horses may be engaged from the Sweet Briar stables by telephone. Riding tickets may be purchased in the Information Office. A riding permit from a student's parent or guardian must be filed with the physical director before any girl may ride.

Meals in Rooms: Students who are ill or indisposed may have meals sent to their rooms at a charge of twenty-five cents (25c). Orders for meals with the cash payments for them must be placed in the boxes for that purpose in the various dormitories not later than 30 minutes before the dinner bell rings.

Class Organization: The first meeting of the Freshmen Class is called by the Junior President, who is then President **pro tem** of the Freshmen until the election of their officers after six weeks.

Lectures and Concerts: Lectures and Concerts are held frequently in the Chapel on Friday night. These are open without charge to all members of the community.

Convocation: There is convocation once a week at which attendance is required.

The House President in your dormitory will be glad to help you in any way she can.

Sweet Briar station looks mighty bleak but look over there, a group of friendly girls waiting just to meet you. That's the Orientation Committee to whom you turn in time of need. They see you safely through the first hectic days but here are a few hints which we think will help

you off to a good start. Bring plenty of cottons—we're south remember! A white dress for Founder's Day—doodads for that homey look in your room—hammer and nails—laundry bags—moth balls and all those other things your mother usually provides.



Now—that matter of money. Your allowance will depend entirely upon you and your family. The big things are included in your tuition but the little things do mount up. There's a \$25 Student Activities Fee and a \$25 Book Shop Fee — then there are cokes at the Inn, trips to Lynchburg, Interdepartmental club dues which are about one to two



dollars a year, the essential weekly war stamps, room furnishings and everyday necessities of soap and tooth-paste.

Then there are our traditions:

(a) The Freshmen are requested not to sit upon the Golden Stairs.

(b) The Freshmen are requested not to sit upon the Junior bench or the Sophomore wall.

(c) The Freshmen are requested to stand back for upper classmen until after Freshmen-Sophomore Day at the Post Office, Inn, Book Shop, and all doors.

(d) Freshmen are requested to wear the aprons and beads sold to them by the manager of the *Briar Patch* until Freshman-Sophomore Day.

(e) The Freshmen are requested to learn the Seniors' names.

(f) The Freshmen are requested to learn the Sweet Briar Song.

(g) At the end of three weeks, there shall be a day set aside as Freshman-Sophomore Day, run by the Sophomores.

This sounds grim but it really is quite exciting and much fun for all climaxed by the Freshman Circus and Fashion Show.





Now let us describe some of the other traditions which mean so much to us. There is Founder's Day when the seniors first wear their caps and gowns—an impressive sight indeed. Thanksgiving Day follows close behind with an early morning hunt and a dinner dance in the evening. The senior show is a big event where the seniors display their talent

accumulated through the past three years. At Christmas time we have a Bazaar at which the Lynchburg shops display their loveliest Christmas gifts. Games, grab bags, good food and auctions all give the occasion an air of festivity.

Climaxing all is our famous May Day. In the afternoon the May Queen, accompanied by her court, is crowned in the beautiful Sweet Briar dell. Dinner on the lawn in the evening is followed by a formal dance.

There are many other activities which add interest at various times throughout the year. Among these are the inter-class parties, concerts, movies and current event discussions.

With all of these activities and interests available we sincerely hope that you will begin early to take part in the life at Sweet Briar. Do go out for every activity which is open to you for by doing so you become an asset to the school and you will enjoy a fuller and richer college life.



IDENTIFICATION CARD**Class of 1945**

MOTTO: Honor ante honores.

COLORS: Peacock blue and green.

EMBLEM: Peacock.

Class of 1946

MOTTO: Ne obliviscamur.

COLORS: Green and black.

EMBLEM: Oak tree.

Class of 1947

MOTTO: Spectamur agendo.

COLORS: Delph blue and black.

EMBLEM: Lion.

Class of 1948

MOTTO: Factum non verbum.

COLORS: Purple and gold.

EMBLEM: Swan.

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